



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

MINUTES

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Friday, June 5, 2009 - 9:00 a.m.

CEC Boardroom Suite - Catholic Education Centre

Chair: Joe Vasko

Present: Joe Vasko, Doreen Edwards, Sherry Eenink, John Larsh, John Davidson, Eileen Core, Gloria Knoll, Dave Geroux, Thelma McNear, Bruno D'Andrea, Martin Forster, Doug Cruickshank, Kerry Matthyssen, Suzanne Mills, Tom Baker, Deanna Kaufman, Brendan Deery

Regrets: Len Fera, Ron Turner, Bruce Hannah, Anita Labadie, Paul Lernout

Recording Secretary: Silvia Leggiero

1. Call to Order

Chair Joe Vasko called the meeting to order at 9:10 a.m.

2. Opening Prayer

The committee opened the meeting with a prayer.

4. Adoption of Agenda

Moved by John Davidson and seconded by Sherry Eenink that the agenda be accepted as presented.

5. Confirmation of Minutes – February 6, 2009

No concerns

Moved by John Larsh and seconded by Deanna Kaufman that minutes from April 3rd, 2009 be approved as presented.

6. Review of Employee Accident/Incident Reports

1) Sherry Eenink indicated that injuries to the eye increased and Trips, Slips and Falls seem to be a common injury type.Closed

2) Bruno D’Andrea asked if a report could be produced to total injuries by position classifications as he is seeing most injuries occur with Custodians & Educational Assistants. Adding that they may need additional training to assist in decreasing injuries. Doug Cruickshank indicated that the department would look at running a report for the next meeting. Joe Vasko also responded that it’s normal for these classifications be to have more injuries based on the duties that they are required to perform.....Closed

7. Review of Workplace Inspection Reports

1) Eileen Core inquired about St. Joseph in Corunna, report shows that they had no items present during the April Inspection. John Davidson confirmed that this was probably an over-site on checking the boxes as he inspected that school in April and all item were presentClosed

2) Doreen Edwards also had concerns with the crank on the basketball nets at her school. Asking if and when they are inspected? Eileen Core confirmed that this maintenance item is usually done in the summer timeClosed

3) John Davidson commented on an issue at St. Joseph in Corunna, the light chandelier hanging from the ceiling tile in the early year’s room. He indicated that he asked them to remove the chandelier as it was a discussed during a previous inspectionClosed

8. Business Arising

1) Student Services - An inspection was performed by Joe Vasko this week and a report will be sent to Martin, Lucy and Lenora for review. The inspection resulted in some work orders required for stained tiles & chairs from a water leak. Joe to follow up with Dennis Mills on outstanding issues. Dennis Mills will now start to perform monthly inspections to the area.....Closed

2) MSDS Binder for Schools– Chemical inventory is currently being reviewed by John Vlasman and Gabe Lacroix. They have been standardizing products in schools and ensuring that corresponding MSDS sheets are on the website. The hope is that this will be completed and new MSDS Binders will be handed out at the August Administrators meetingOpen

3) Mentors & School Distribution – At the last meeting it was decided that more mentors would be added to help distribute the areas that require mentors, Doug asked for volunteers to join the mentor list. He also suggested that the current mentors decide which school they would like to keep and let Silvia Leggiero

know. All outstanding schools would be emailed to the new mentors for distribution. (Approx. 3 schools/buildings per mentor).....*Closed*

- 4) 20% Wall Coverage – Meeting conducted with Frank Leddy, Bruce Hannah & Doug Cruickshank regarding this ongoing issue. It was determined that the 20% rule comes from daycare fire code and fire inspectors adopted it in schools as well. The rule should be used strictly for hallways and doorways but consideration may be given to classroom when special events are occurring. H&S reps performing inspections who see more than 20% wall coverage can suggest to Principals that old material be removed form the walls to reduce percentage of wall coverage. Joe to send out an email regarding 20% wall coverage.....*Open*

9. *New Business*

- 1) Workplace Inspection Training – Training has been arranged for all JHSC members to partake in this training to assist in mentoring schools. Date set for Friday, September 18th, 2009. Silvia emailed members who were absent at this meeting to make them aware*Closed*

- 2) JHSC Meeting dates for 2009/10 – Dates were agreed by all. October 9th, December 4th, 2009. February 5th, April 9th, May 28th, 2010.

Moved by John Davidson and John Larsh.....*Closed*

- 3) Mentor Annual Inspections – Revise “Review of Workplace Inspection Report” to “Review of Workplace Inspection Reports & Mentor Concerns” Also, Mentors are required to perform their school/buildings with the H&S Rep by communicating with the school’s principal to ensure a replacement can be arranged. Silvia to provide a list to mentors with the schools H&S reps*Open*

10. *Adjournment*

Tom Baker and Bruno D’Andrea adjourned the meeting at 10:15 a.m.

This is to certify that the minutes dated June 5th, 2009 are accurate and correct.

Joe Vasko _____

Brendan Deery _____